



OFFICE USE ONLY

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IRD number issued/confirmed

## IRD number application – customer due diligence

For full details go to [ird.govt.nz/new-arrival](http://ird.govt.nz/new-arrival)

Use this form if you're applying for an IRD number as a non-resident or offshore person and have been asked to provide evidence of customer due diligence.

You'll need this proof if you:

- hold a student or work visa
- are identified as an organisation with an offshore person status.

### How to attain Customer Due Diligence

1. Make contact with a New Zealand reporting entity.  
These reporting entities can be found on lists provided by the Department of Internal Affairs, the Financial Markets Authority and the Reserve Bank of New Zealand websites.
2. A representative of the New Zealand reporting entity can either:
  - complete the question on this form and sign as a representative, or
  - give you a letter confirming customer due diligence has been completed for yourself or for the entity applying for an IRD number, in accordance with the Anti-Money Laundering and Countering Financing of Terrorism Act 2009.

### New Zealand reporting entity

I  (full name),

of  (name of reporting entity)

confirm customer due diligence has been completed for

(name of applicant)

in accordance with the Anti –Money Laundering and Countering Financing of Terrorism Act 2009

STAMP

My declaration above is true and correct to the best of my knowledge

Signature

Date